



# LOS ANGELES COUNTY COMMISSION ON HIV

3530 Wilshire Boulevard, Suite 1140 • Los Angeles, CA 90010 • TEL (213) 738-2816 • FAX (213) 637-4748

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## STANDARDS OF CARE (SOC) COMMITTEE MEETING MINUTES

April 5, 2012

Approved  
6/7/2012

MEMBERS PRESENT	MEMBERS ABSENT	DHSP STAFF	COMM STAFF/ CONSULTANTS
Angélica Palmeros, <i>Co-Chair</i>	Lilia Espinoza	None	Jane Nachazel
Fariba Younai, <i>Co-Chair</i>	Jocelyn Woodard/Robert Sotomayor		Renée Katz
Mark Davis			Glenda Pinney
David Giugni		<b>PUBLIC</b>	Craig Vincent-Jones
Terry Goddard		Brett Morana	
Carlos Vega-Matos			

### CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Standards of Care (SOC) Committee Agenda, 4/5/2012
- 2) **Standards of Care:** Mental Health Services, Draft #3, 3/19/2012
- 3) **Email:** Mental Health Combined, Draft 3, Marcy Fenton, 4/4/2012
- 4) **Email:** Mental Health Combined, Draft 3, Carol Bishop, 3/19/2012
- 5) **Form:** Tarzana Treatment Centers, Inc., Voluntary Patient Consent for use of Antipsychotic, Antidepressant, and Other Medications, Medical Services
- 6) **Form:** Adult Initial Assessment, 9/2004
- 7) **Special Populations:** Los Angeles Commission on HIV, Standards of Care, Special Populations Guidelines/Recommendations, Mentally Ill, 2/22/2010

1. **CALL TO ORDER:** Dr. Younai called the meeting to order at 9:40 am.
2. **APPROVAL OF AGENDA:**  
**MOTION #1:** Approve the Agenda Order (***Passed by Consensus***).
3. **APPROVAL OF MEETING MINUTES:**  
**MOTION #2:** Approve the Standards of Care (SOC) Committee meeting minutes (***Postponed***).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED OR FOLLOW-UP:** There were no comments.
6. **CO-CHAIRS' REPORT:**
  - A. **Co-Chair Elections:** Ms. Palmeros and Dr. Younai were nominated in March. There were no other nominations.  
**MOTION #2 (*Vega-Matos/Davis*):** Elect Angélica Palmeros and Fariba Younai Standards of Care (SOC) Committee Co-Chairs (***Passed by Consensus***).
  - B. **FY 2012 Work Plan:** Mr. Vincent-Jones reported the Plan should be ready for review at the next meeting.
7. **MENTAL HEALTH STANDARD OF CARE:**
  - Mr. Vega-Matos reported DHSP found the draft fine overall with a few minor comments. He suggested deleting “drop-in psychotherapy groups” and leaving “group psychotherapy” for all groups. Several noted that drop-in groups are quite

different as they require no commitment and little paperwork. This makes them less threatening for those uncomfortable about entering care or their legal status, so drop-in groups often serve as a gateway service better than other groups.

- Mr. Morana reported the Department of Mental Health (DMH) uses one mental health treatment plan with providers for each service signing for that service, e.g., the psychiatrist signs for psychiatric services and the group clinician for group.
  - Mr. Vega-Matos noted the new Mental Health Standards of Care would incorporate the two components of Psychiatry and Psychotherapy. Not all clients will require both components, but all clients should receive a basic mental health assessment.
  - The expectation is for coordination between the medical provider and mental health services. Currently, Ryan White psychiatric services are embedded in medical clinics, but about half of psychotherapy services are separate with referrals from each to the other as needed. The goal is to facilitate access and minimize barriers including co-location if needed.
  - Mr. Morana said DMH requires a treatment plan “update” every six months to review goals and progress towards them with the client. DMH requires a revision annually. That involves writing a new treatment plan by reviewing the existing plan, adding goals that have not been accomplished to the new plan and identifying new goals based on the client’s progress.
  - Mr. Vega-Matos noted DHSP has found during chart reviews that charts for some clients reported as active cases have no entries after the chart was opened. He was concerned that closure after one year may be too long. Mr. Vincent-Jones felt that could best be addressed through contract requirements.
    - ⇒ Page 5, Service/Organizational Licensure Category: Add “Licensed” to “Marriage and Family Therapists” and revise acronym to “LMFT”;
    - ⇒ Page 6, Service/Organizational Licensure Category, Licensed Practitioners, Psychiatrist, Sentence 1: Insert “psychiatric,” i.e., “...who have completed an internship and *psychiatric* residency...”;
    - ⇒ Page 10, Service Components, Sentence 1: Revise to read, “HIV/AIDS mental health services are (delete intervening language) provided by mental health professionals...”;
    - ⇒ Page 10, Service Components, Mental Health Assessment, Paragraph 1, Sentence 3: Edit by deleting second “to” – “To supplement existing assessment...” – and adding “as defined above” – “...mental health providers *as defined above*...”;
    - ⇒ Page 10, Service Components, Mental Health Assessment, Paragraph 2: Insert after first sentence, “For clients receiving crisis intervention, a brief assessment of the presenting issues must be on file.”;
    - ⇒ Page 11, Service Components, Mental Health Assessment, Paragraph 2, Sentences 3 & 4: Replace with, “If this provider is unlicensed, the Assessment will be co-signed by the licensed mental health clinician supervising that unlicensed provider.”;
    - ⇒ Page 11, Service Components, Mental Health Assessment, Bullets: Add bullet, “A detailed assessment of the client’s feelings about his or her HIV status and its perceived impact on his or her health and well-being”;
    - ⇒ Page 11, Service Components, Mental Health Assessment, Bullet 7: Insert “appetite” – “General and HIV related medical history and health (including *appetite*, diet, sleep and exercise)”;
    - ⇒ Pages 11 and 12, Service Components, Mental Health Assessment, Bullet 10 and Box 3, Bullet 10: Revise to, “HIV risk behavior, *disclosure practices*, and harm reduction”;
    - ⇒ Page 13, Service Components, Mental Health Assessment: Add link to AIDS Initial Assessment (AIA);
    - ⇒ Page 13, Service Components, Treatment Plans, Paragraph 2: Insert after Sentence 2, “Treatment plans will be revised every year.”;
    - ⇒ Page 14, Service Components, Treatment Plans, Box 2: On left, change “Review and revise” to “Update”;
    - ⇒ Page 14, Service Components, Treatment Plans: Insert box after Box 2, on left, “Revise treatment plan every year”; and on right, “Documentation of treatment plan revision in client chart”;
    - ⇒ Page 15, Service Components, Treatment Provision, Individual Counseling/Psychotherapy, Sentence 2: Change “up to 20” to “up to 12”;
    - ⇒ Page 22, Service Components, Utilizing Interns, Associates and Trainees, Sentence 1: Delete “At the current time,”;
    - ⇒ Page 24, Service Components, Case Closure, Sentence 3: Change “providing” to “provided”;
    - ⇒ Page 26, Service Components, Case Conferences, Paragraph 1, Sentence 1: Change “selective patients” to “selected patients”;
    - ⇒ Page 26, Service Components, Case Conferences, Paragraph 1, Sentence 2: Change “once per year” to “every six months.”
- ➡ Mr. Vincent-Jones will check with DMH and Dr. Davis with Dr. Mendelson to verify that the psychiatric evaluation, medication monitoring and follow-up frequencies on page 17 are psychiatric standards. They will be kept if that is confirmed or, if not, replaced with “dictated by clinician.”
  - ➡ Mr. Vincent-Jones and Dr. Younai will discuss completion and placement of review panel information.

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- ➡ Agreed to list both convening Expert Review Panel members and a second list of those present for revisions. The Pacific AIDS Education and Training Center will also be acknowledged as it is funding Phil Meyer, Consultant.

**8. EVALUATION OF SERVICE EFFECTIVENESS (ESE):** Mr. Vincent-Jones said Oral Health ESE work was progressing. He expected to complete the introduction after the 4/12/2012 Commission meeting. It will then be done except for a couple of survey issues.

**9. STANDARDS OF CARE:**

- Mr. Vincent-Jones noted special populations guidelines will accompany the Standards of Care. Mr. Vega-Matos asked about guidelines for the learning disabled. Mr. Vincent-Jones said that had not been identified as a special population, but there was discussion about developing one on literacy for English and Spanish speakers. Learning disabled is a similar topic.
- ➡ SOC will review Special Populations Guidelines/Recommendations, Mentally Ill, for discussion at the May meeting.
- ➡ Mr. Vincent-Jones will double-check that the most recent Medical Outpatient/Specialty Standards of Care is on the website.

**10. NEXT STEPS:** There was no additional discussion.

**11. ANNOUNCEMENTS:** Ms. Palmeros reported the AIDS Service Center food pantry would re-open at its new site inside the Pasadena Health Department on 4/6/2012.

**12. ADJOURNMENT:** The meeting adjourned at 11:30 am.